

March 11, 2019

The regular meeting of the Monroe City Council was called to order by Mayor Duinink on March 11, 2019, at 7:02 p.m. Roll call was taken, present – Steenhoek, St. Peter, Hegwood, and Goemaat. Council Member Bradbury was absent from the meeting. Kim Thomas, City Clerk; Jeff Timmins, Public Works Director, and Police Chief, Nick Chambers, and Andrea Lanphier, Utility Billing Clerk; were in attendance.

Council Member Goemaat moved and was seconded by Council Member Steenhoek to approve the consent agenda. Items on the agenda included the clerk and treasurer's report and the bills and minutes from the February meeting. Motion carried 4-0.

Visitors at the meeting were: Sara Kappos, Greg Duinink, Jamee Pierson, and Alex Amadeo.

Committee and Board Reports – Director Timmins stated the maintenance department continues to fill potholes and work with Sara at V & K Engineering on the Wastewater Treatment Facility Improvements. Chief Chambers introduced the new police officer, Matthew Schneider, to the council prior to the meeting. Schneider will start the academy on August 26, 2019.

Mayor Duinink opened the public hearing at 7:05 p.m. for the 2019/2020 budget. There were no written or oral objections received stated Clerk Thomas. Mayor Duinink closed the hearing at 7:06 p.m. Steenhoek moved and was seconded by Goemaat to approve RESOLUTION NO. 13-2019. A resolution adopting the annual budget for fiscal year ending June 30, 2020. Motion carried 4-0.

Mayor Duinink opened the public hearing for the proposed Monroe Urban Renewal Area at 7:08 p.m. Thomas stated there were no written or oral objections. Mayor Duinink closed the hearing at 7:09 p.m. Steenhoek moved and was seconded by Council Member St. Peter to approve RESOLUTION NO. 14-2019. A resolution approving the Urban Renewal Plan Amendment for the Monroe Urban Renewal Area. Motion carried 4-0. Council Member Hegwood moved and was seconded by St. Peter to approve RESOLUTION NO. 15-2019. A resolution authorizing the internal advance for funding for the Urban Renewal Program. Motion carried 4-0. This plan amendment is for the Monroe Downtown Revitalization Program.

Mayor Duinink opened the public hearing at 7:09 p.m. for the plans, specifications, proposed form of contract and estimate of costs for construction for the Wastewater Treatment Facility Improvements. Thomas stated there were no written or oral objections. Mayor Duinink closed the public hearing at 7:10 p.m. Bids for the project were opened on Thursday, March 7<sup>th</sup>, at 2:00 p.m. Sara Kappos from V & K went over the 2 bids the city received for the project. The low base bid was from Woodruff Construction, LLC out of Tiffin, Iowa. The base bid was \$3,372,960. The second bid was from Boomerang Corporation out of Anamosa, Iowa. The base bid for them was \$3,436,900. Each contractor included alternates included in the bid packet. Alternate bid 1 was for Sanitary Sewer Rehabilitation from the end of the new forced main to the East Lagoon. Woodruff's bid was \$108,465 and Boomerang's bid was \$99,674.50. Alternate bid 2 was for the Midland Lift Station Retrofit. Woodruff's bid was \$90,000 and Boomerang's was \$94,000. There were other alternate bids that the city was not interested in at this time. Sara also reviewed some costs savings such as grading, reduction of maintenance bond, and from Electric Pump and Allied Systems on pump and motor costs and energy cost savings. "These items could be decided at a different date and time if the council decides to award the contract tonight", stated Kappos. Steenhoek moved and was seconded by Hegwood to approve RESOLUTION NO. 16-2019. A resolution to approve plans, specifications, form of contract, and estimate of costs for the Wastewater Treatment Facility Improvements. Motion carried 4-0. Hegwood moved and was seconded by Goemaat to approve RESOLUTION NO. 17-2019. A resolution awarding contract to Woodruff Construction, LLC with the base bid of \$3,372,960 and alternate bids 1 & 2, totaling \$3,571,425. Upon roll call vote, motion carried 4-0. For the Wastewater Treatment Facility Improvements, the city needs easement from Winchester Carriage and Heartland Coop. Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 18-2019. A resolution to approve easements for the Wastewater Treatment Facility Improvements. Upon roll call vote, motion carried 4-0.

Alex Amadeo from ISG Engineering was in attendance on behalf of the West Lincoln Street Project. Bids for this project were opened on March 7<sup>th</sup> at 1:00 p.m. There were 4 contractors that bid on the project. The low bid received was from Grimes Asphalt at \$311,825, Manatt's - \$372,865, OMG Midwest - \$376,546.03 and Halbrook Excavating - \$400,000. All bids included the paving the trailhead parking lot. St. Peter moved and was seconded by Goemaat to approve RESOLUTION NO. 19-2019. A resolution awarding the West Lincoln Street Project to Grimes Asphalt for \$311,825. Upon roll call vote, motion carried 4-0.

Steenhoek moved and was seconded by St. Peter to approve RESOLUTION NO. 20-2019. A resolution approving the hire of Kurt Briles as a general maintenance employee for the City of Monroe. Motion carried 4-0.

Steenhoek moved and was seconded by Goemaat to approve RESOLUTION NO. 21-2019. A resolution approving the hire of Matthew Schneider as a police officer for the City of Monroe. Motion carried 4-0.

The council discussed rental fees for tournaments at the Monroe Recreation Park. The council agreed to leave tournament fees as is but add an additional charge for \$250.00 for concession stand rental during tournaments. Thomas stated she would make the change by resolution at the next meeting.

Thomas discussed increasing ambulance rates. The last rate increase was in July of 2017. The council was in agreement to charge the same rates as Newton Fire Department. This will be done by resolution at the next meeting.

The Board of Adjustment met at 6 p.m. to consider 2 variance requests. The first was for 202 S. Jasper. JAERAY Properties is asking for a variance to build a garage. The second was a request for a duplex at 314 W. Marion Street. VL Construction is the owner of that lot. VL Construction wishes to change the address on this property so the duplex faces Fremont Street. Both variance requests were granted by the Board of Adjustment.

In discussion of the expiring union contract Goemaat moved and was seconded by Steenhoek to offer 2.5% annual raises for 2 years and add 2 holidays to the existing contract if approved, without going through negotiations. The holidays approved were Martin Luther King Jr. Day and Presidents Day. Motion carried 4-0. Thomas will report at the next meeting whether the offer was accepted.

Open Forum – Jamee Pearson from the Newton Daily News was in attendance and stated that the Monroe and Prairie City papers will be combined starting in April. The new name of the paper will be the PCM Community Weekly Explorer. Greg Duinink would like to see no parking on one side of Fillmore and Marion Streets. Greg is having trouble getting down both streets when cars are parked on both sides with his Hewitt's truck. One of the problems this year is the amount of snow on city streets. This discussion will be researched and discussed at a later date after the snow is gone.

Hegwood moved and was seconded by Goemaat to adjourn at 8:30 p.m. Motion carried 4-0. A full copy of minutes may be seen at the Monroe City Hall or at [www.MonroeIA.com](http://www.MonroeIA.com).

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Douglas P. Duinink, Mayor

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Kim K. Thomas, City Clerk

February 2019 Bills

SALARIES	NET	21563.43
EFTPS	FEDERAL TAX	7460.79
IOWA DEPT OF REVENUE	WITHHOLDING/STATE TAX	2665.00
IPERS	POLICE/REGULAR	5177.40
CITY OF MONROE	HEALTH INS	1755.64
RURAL WATER	VISION INSURANCE	88.44
DELTA DENTAL	DENTAL INSURANCE	195.32
GIS BENEFITS	LIFE INSURANCE	97.90
WINDSTREAM	PHONE	76.32
MID AMERICAN ENERGY	UTILITIES	4018.59
MONROE POSTMASTER	MAILING/STAMPS	227.64
UNITED HEALTHCARE	HEALTH INSURANCE	7250.74
VERIZON	PHONE/INTERNET	503.42
CARDMEMBER SERVICES	BOOKS/DUES/SUBSCRIPTIONS/MEALS/MISC.	814.87
ACTION ELECTRIC	GENERATOR MAINTENANCE	331.07
AIRGAS	AIR BREATHING 300 CGA 34	78.70
ALL FLAGS	FLAGS	242.17
ANDREA LANPHIER	MILEAGE	15.08
BAKER & TAYLOR	BOOKS	581.88
BRENDA LANSER	MILEAGE	31.55
BRUENING ROCK	ROAD ROCK	156.78
CALDWELL, BRIERLY, CHALUPA LAW	LEGAL SERVICES	1568.30
CAPITAL FIRE EQUIPMENT	EXTINGUISHERS/ANNUAL SERVICE	742.50
CASEYS	GAS	1198.24
CENTER POINT LARGE PRINT	BOOKS	44.34
IOWA REGIONAL UTILITIES ASSOC	PAYMENT/PRINCIPAL/INTEREST	12417.29
DAN MCADAMS	CARPET CLEANING	90.00
EMP EMERGENCY MEDICAL PRODUCTS	AMBULANCE SUPPLIES	1641.62
FORBES OFFICE EQUIPMENT	INK	9.98
GALLS	UNIFORMS	359.57
GUIDEPOSTS	BOOKS	95.70
HEWITTS	TIRE/REPAIRS/SERVICE/SUPPLIES	1297.13
IMFOA	DUES	50.00
INTERSTATE ALL BATTERY	BATTERIES	181.00
IOWA LIBRARY ASSOCIATION	ILA MEMBERSHIP	70.00
WINDSTREAM	PHONE	62.76
JASPER CO ANIMAL RESCUE LEAGUE	PARTICIPATION FEE/SERVICE	181.27
JASPER CO SPEED SHOP	SERVICE	43.01
JOSH WOOD	MILEAGE/CLASS REIMBURSEMENT	575.42
KAL SERVICES	SANITATION CONTRACT	13604.05
KEYSTONE LABORATORIES	TESTING	609.00
KIM THOMAS	MILEAGE	58.00
L-TRON	SCANNER KIT	356.75
MARCO	COPIER USAGE	128.69
MEDIACOM	INTERNET	67.49

MERCY MEDICAL CENTER	AMBULANCE SUPPLIES	105.10
MONROE MIRROR	PAPER	43.80
MUNICIPAL SUPPLY	ANGLE METER/ANNUAL SERVICE	2072.50
MURPHY TRACTOR & SUPPLY	TRACTOR REPAIRS	287.15
NEWTON DAILY NEWS	SUSCRIPTIONS/PUBLICATIONS	215.48
NEWTON FIRE DEPARTMENT	BILLING SERVICE	1155.00
NOVUS GLASS	WINDOW TINT PD	187.25
PENWORTHY	BOOKS	301.36
PUBLISHERS PARTNERSHIP SERVICE	SUBSCRIPTION	37.47
REAL SIMPLE	BOOKS	37.44
REMINISCE	SUBSCRIPTION	10.00
SANDRY FIRE SUPPLY	TESTING/SERVICE	1916.75
SCCIC	DUES	100.00
SEAN WILSON	MILEAGE/CLASS REIMBURSEMENT	585.66
SHRED IT	SERVICE	258.87
SMOKE EATER	SUBSCRIPTION	160.00
TWO RIVERS COOP	DIESEL	1057.40
US CELLULAR	PHONE SERVICE	164.02
UTILITY SERVICE CO	QUARTERLY MAINTENANCE FEE	3096.95
VEENSTRA & KIMM INC	ENGINEERING/INSPECTIONS	11661.07
WALMART	CALENDARS/INK/SUPPLIES	169.95
WALMART	LIBRARY SUPPLIES	24.98
WP BARBER LUMBER	CEMENT/NUTS/ICE MELT/MISC.	324.44
MONROE FIRE DEPT	CITY/RURAL FIRE RUNS	3000.00
IOWA SECTION - AWWA	REGISTRATION	100.00
AFLAC	EMPLOYEE INSURANCE	210.24
TRANSFERS		410037.00
TOTAL EXPENSE:		\$ 526,104.72
TOTAL REVENUE:		\$ 540,636.92

TOTAL REVENUE:	
GENERAL	56816.49
ROAD USE	124186.85
SPECIAL REVENUE	28316.38
CAPITAL PROJECT	334.03
ENTERPRISE	185010.48
FIDUCIARY	9259.64
DEBT SERVICE	136713.05
TOTAL:	\$ 540,636.92

TOTAL EXPENSE:	
GENERAL	47276.55
ROAD USE	9417.11
SPECIAL REVENUE	333189.03
CAPITAL PROJECT	30860.00
ENTERPRISE	43242.19
FIDUCIARY	62119.84
DEBT SERVICE	0.00
TOTAL:	\$ 526,104.72